The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purpose. It is not intended that any position include every duty listed nor is it intended that related duties cannot be required.
10. Remains current on new legal developments in the area of security.

11. Attends departmental leadership meetings and provides relevant information to security staff.

12. Establishes and maintains effective means of communication and working rapport with staff in other departments internal and external to UIHC.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

1. Knowledge of and ability to perform supervisory and personnel functions, and fiscal administration of the position.

2. Knowledge of criminal laws and procedures.


4. Ability to understand and maintain routine records and complete reports as required.

5. Ability to communicate effectively with all UIHC staff, patients, and visitors, both orally and in writing.

6. Ability to maintain accurate records.

7. Ability to react appropriately in emergency situations.

8. Ability to receive direction and to direct staff.


11. Knowledge of the geography of the campus to which assigned.

12. Skill in operating portable radio devices.

13. Ability to walk and climb stairs.

14. Ability to work outside in extreme weather conditions.

15. Ability to see and hear accurately in both day and nighttime conditions.

16. Ability to comprehend numerous policies, procedures, concepts and to be able to respond using discretion and interpretive judgment based on general and specific policies.
MINIMUM ELIGIBILITY REQUIREMENTS:

1. Five years’ experience in security or law enforcement work, at least three years of which is at least comparable to the work of the Hospital Security Officer.

2. Ability to obtain the Supervisor certification from the International Association for Healthcare Security and Safety (IAHSS) within 6 months of hire and maintain certification for duration of employment.

REVISION EFFECTIVE: January 1, 2023